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28 MAY 1965

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Analysis of Program Priorities

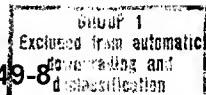
1. This memorandum is for your information in response to a request from your office for an "Analysis of Program Priorities" related to the Fiscal Year 1966 Congressional Budget.

2. We have been requested to identify activities or functions included in our FY 1966 Congressional Budget which are of relatively lower priority than others. The numbers of these activities or functions are to represent in total 10% of our FY 1966 estimated obligations. As you know, the inherent nature of the activities and functions of the Office of Finance do not lend themselves to ranking in terms of value or priority. With the exception of certain staff functions, all functions of the Office of Finance are integrated one with the other and all these functions must be continued if we are to comply with the various Government-wide laws, regulations and management directives. It cannot be said that one function has priority over another; i. e., that auditing of commercial vouchers should have priority over auditing of government vouchers, that audit of industrial contracts should have priority over audit of station accounts, that certain accounts should be maintained and others not, or that the payroll function is of more or less priority than any other function. Even with regard to certain staff functions not directly related to production, such as those in the Policy and Planning Staff, continuing study and search for improvement in techniques and methods must be carried on if we are to cope with the steady increase in our workload.

3. With regard to workload, it is significant to note that our workload has substantially increased while our manpower has decreased.

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